



600 N. Charles Street
Baltimore, MD 21201

410-547-9000
www.thewalters.org

February 8, 2011

Director of Facilities

The Walters Art Museum seeks an individual to manage the facilities of the museum which includes five museum buildings and other property. The Director of Facilities is part of the staff leadership team.

Responsibilities:

- Manage the Engineering, Maintenance, and Security departments
- Develop and implement divisional policies, practices and procedures
- Provide technical support to the Director of the museum, senior staff, and outside professionals in planning, budgeting and executing capital projects
- Work with architects and contractors to ensure the completion of renovation and building improvement projects
- Interface with other museum divisions
- Collaborate with the Director of Conservation to implement emergency response programs
- Staff the Building Committee of the Board of Trustees

Requirements:

- B.S. degree in mechanical engineering or facilities management. A second grade stationary engineers license is preferred.
- Ten years related experience that demonstrates knowledge of building structures, mechanical systems, HVAC, safety and security systems, and procurement. Strong problem solving, analytical, financial management, and communications skills will be needed. Must be computer literate and able to manage a diverse staff and work with individuals at all levels.

Consideration will be given to applicants who desire part time employment. We offer an attractive benefits package.

Send your resume, cover letter and salary requirement to jobs@thewalters.org. No phone calls, please. An EOE. A drug, alcohol & smoke free environment.